

## **IMPROMPTU SPEAKING**

The ability to express one's thoughts without prior preparation is a valuable asset, as are poise, self-confidence, and organization of facts. This event recognizes FBLA members who develop qualities of business leadership by combining quick and clear thinking with conversational speaking.

### **ELIGIBILITY**

Each district is represented by one participant. The participant must qualify as an active FBLA member to be eligible for this event.

### **REGULATIONS**

1. An entry form must be postmarked no later than March 17.
2. Participants may not have entered this event at a previous State Leadership Conference.
3. A participant who fails to report on time for this event may be DISQUALIFIED.
4. The event will be closed to all but the judges and event supervisors.
5. Participants must adhere to the dress code approved by the executive council.

### **PROCEDURES**

1. Participants are assigned a time on the performance schedule for preliminary events. The schedule is mailed to all local chapters preceding the district conference.
2. Participants report to the supervisor of the event at the designated preparation time for the topic. The topic may consist of information relating to the FBLA-PBL goals, activities and/or current programs. In addition, topics for the event can be drawn from current events and relevant business topics.
3. Participants may not bring reference materials for use during the 10-minute preparation period.
4. One 4" x 6" card may be used during the preparation and performance. Information may be written on both sides of the note card. The note card must be left with the event administrator at the conclusion of the speech.
5. A supervisor introduces each participant. The participant will introduce the speech topic by title only.
6. Each speech should be four minutes in length. A timekeeper will stand at the end of three minutes.

## Impromptu Speaking Continued

7. A timekeeper records the time used by each participant in delivering the speech, noting any deductions for each full half-minute over or under the time limit.
8. One or more local chapter advisers will serve as supervisors to ensure that the above procedures are followed and completed.
9. Four finalists from each of the two preliminary events will proceed to the finals.
10. Finalists draw for a performance time. Drawing time is listed in the conference program.
11. In the finals, procedures will be followed as listed above in paragraphs 2 through 8.

## JUDGING

Judges complete a rating sheet on each participant immediately following the speech. Penalty points are subtracted from the total on the rating sheet of each judge. Five points are subtracted for each complete half-minute over or under four minutes.

Rankings for all speakers are determined independently by each judge. The highest rank is one. The decision of the judges is recorded on a ranking sheet and totaled. The participant with the highest rank is the winner. Should a tie result, the participant receiving more small numbers is the winner. Any ties resulting after this step should be broken by the judges.

## AWARDS

Plaques are presented to the winners of first through fifth places as long as finances are available. Certificates are given to winners of sixth through eighth places.

## REPRESENTATION AT NATIONAL

The participant winning first place is entitled to represent the state chapter at the National Leadership Conference.

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Participant/Chapter

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Rank

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**IMPROMPTU SPEAKING**
☐ Preliminary Round

☐ Final Round

Rank the participants within a first to last order. No ties.

Evaluation Item	Not Demonstrated	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations	Points Earned
<b>Content</b> Relation to FBLA-PBL goals, activities, and/or current programs	0	1 - 5	6 - 10	11 - 15	
Purpose clearly stated	0	1 - 3	4 - 7	8 - 10	
Suitability and accuracy of statements	0	1 - 2	3 - 4	5	
<b>Organization</b> Topic adequately developed	0	1 - 3	4 - 7	8 - 10	
Logical sequence of ideas	0	1 - 3	4 - 7	8 - 10	
Accomplishment of purpose	0	1 - 3	4 - 7	8 - 10	
<b>Delivery</b> Voice quality, diction	0	1 - 3	4 - 7	8 - 10	
Appropriate gestures, eye contact	0	1 - 3	4 - 7	8 - 10	
Confidence	0	1 - 2	3 - 4	5	
Professional appearance	0	1 - 2	3 - 4	5	
Extent to which speech was sincere, interesting, clear, creative, convincing, and concise	0	1 - 3	4 - 7	8 - 10	

**Total Points**

/100 max.

Penalty Points. Deduct five points for presentations under 3:31 or over 4:29 minutes.

**Final Score**

/100 max.

Verification of total score (initials)

\_\_\_\_\_ Event Supervisor

\_\_\_\_\_ Event Supervisor



# RANKING SHEET - MISSOURI FBLA

## IMPROMPTU SPEAKING PRELIMINARY

	NAME OF PARTICIPANT AND SCHOOL	RANK BY JUDGE	RANK BY JUDGE	RANK BY JUDGE	TOTAL	FINAL RANK (Smaller number wins)
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						

In the event of a tie, the tie will be broken by awarding the higher rank to the person who received more small numbers from the judges.

Example:      ↓   ↓                      √  
                  1   2   6 = 9   2   } Tied for second      Winner  
                  2   3   4 = 9   2

If tie remains after this step, judges will make a decision as to the rank to be assigned .

# IMPROMPTU SPEAKING

## FINAL

NAME OF PARTICIPANT AND SCHOOL	RANK BY JUDGE	RANK BY JUDGE	RANK BY JUDGE	TOTAL	FINAL RANK (Smaller number wins)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					

In the event of a tie, the tie will be broken by awarding the higher rank to the person who received more small numbers from the judges.

Example:  $\begin{matrix} \downarrow & \downarrow & & \downarrow \\ 1 & 2 & 6 & = & 9 & 2 \end{matrix}$  } Tied for second \_\_\_\_\_ Winner  
 $\begin{matrix} 2 & 3 & 4 & = & 9 & 2 \end{matrix}$

If tie remains after this step, judges will make a decision as to the rank to be assigned .